

MEETING OF THE CITY OF RUSHVILLE, INDIANA

BOARD OF PUBLIC WORKS AND SAFETY

JULY 20, 2021

5:30 P.M.

CALL TO ORDER: The Board of Public Works and Safety of the City of Rushville met on the above date and time at 330 North Main Street Suite 200 Rushville, Indiana. Mayor Pavey called the meeting to order at 5:37 p.m.

ROLL CALL: Gary Cameron, Darrin McGowan, Brad Berkemeier, and Phil King answered roll call.

MINUTES: Cameron moved to approve the minutes of the July 6, 2021 meeting as presented. Berkemeier seconded the motion. Motion carried.

MAYOR'S REPORT: Nothing.

CLERK-TREASURER'S REPORT: Nothing.

DEPARTMENT HEAD REPORTS:

Fire – Chief Munson reported that they have received confirmation on one of the new hirees. He should hear on the other hiree this Thursday. They should be able to start working on Monday.

Code Enforcement – Director Jenkins passed out a report from Comcate. It was from January 1 through June 30.

Street—Commissioner Miller reported that they have started painting cross walks by the schools.

They have a pipe that needs repairing at Wilson Estates.

Miller asked to hire Clinton Thomas to ride the garbage truck for a period of 12 weeks. He is asking for \$10.00 per hour for 4 days a week. Berkemeier made a motion to approve the hire. Cameron seconded the motion. Motion carried.

Police – Tucker said he and Ron Jarman will be meeting with Motorola to discuss an in-car camera program.

Animal – Director Hanna reported that the fence people were out yesterday and will be back on Thursday. She also sent out her report.

Park – Director Burklow said they have been doing a lot of mowing. They are preparing for the Overlook stellabration on Monday. The project should wrap up this week.

They are having an appreciation day at the pool today for the pool staff and park employees. He invited the board to the event.

Berkemeier asked if they were able to rectify the slippery area at the splash pad. Burklow said they have rectified the issue.

Utility – Greg Shook handed out information regarding the Utility background. Berkemeier said he would like to have a work session before the Board of Works officially takes over the position of the Utility Board.

CITIZEN CONCERNS/COMMENTS: None.

UNFINISHED BUSINESS:

1. **Professional Services – On Call Agreement – USI (Awaiting Final Edits)** – Mayor Pavey has spoken with USI and they agreed to edit the agreement to include who has ownership of the documentation.
2. **Personnel Policy Handbook (HR)** – Mayor Pavey reported that we had our first meeting today with the consultant. They gave their standard arrangement and walked through the basic level. We will meet August 13 to begin reviewing the first few chapters.
 - a. Schedule –
 - b. Suggestions – Department Heads, Board of works and City Council –
3. **Fire/Rescue Department – Ambulance Contract Extension Conversations** – We had an in-house conversation. We have an editable copy to make changes.

NEW BUSINESS:

1. **Monthly Projects Pay Apps** – Cameron made a motion to approve the claims as presented. McGowan seconded the motion. Motion carried.
 - Overlook - \$7,630.04 –
 - The Lakes at Rushville - \$83,682.22
2. **Police Department Hiring Process** – Chief Tucker said interviews continue tonight. The next step will be home visits. They hope to set a date for interviews with this Board after August 3.
3. **Police Covid Hazard Pay** – Chief Tucker presented a letter requesting Covid hazard pay. He requested to give each of the police department full time employees a one-time bonus of \$1,000.00 each. He said the money is in the budget. Money was put in the

budget to hire another officer and to date that has not been done. This is the money that would be used and it will still leave a surplus. Cameron made a motion to approve. Berkemeier seconded the motion. Motion carried.

4. **Park Department Hiring Process** – Director Burklow asked permission to start the process to hire a full-time general laborer. He currently has 1 full time employee and 4 part-time. He will be losing the part-time employees August 1st. Berkemeier made a motion to begin the hiring process. Cameron seconded the motion. Motion carried.
5. **Street Department Wage Range Study** – Commissioner Miller has an employee that he would like to move up the wage scale. This employee is very capable using heavy equipment and has saved the City a considerable amount of money due to his skills. He is currently making \$17.29 Miller asked to increase his pay by \$2.35 per hour eventually getting him to \$22.00. Miller said the money is available in his extra help line item. He said it would be tough to fill this employee's position due to his skills. After some discussion Cameron made a motion to approve the increase of \$2.35 with a wage study and at the next meeting. Berkemeier seconded the motion and said we need to be careful so we don't get in a financial crunch. Motion carried.
6. **123 S Harrison Street Agreement** – We purchased the trailer court and there is one trailer still there. The owner has indicated that she is going to abandon the trailer. Mayor Pavey has spoken to the owner and she has agreed to sign the title over to the City. The Board agreed with entering into this agreement.
7. **INDOT Street Sweeping Contract** – Cameron moved to approve the street sweeping contract with Indot. Berkemeier seconded the motion. Motion carried.
8. **SuiteOne (BIS) Media Agreement** – Berkemeier moved to approve the SuiteOne Media Agreement. King seconded the motion. Motion carried.
9. **Waste Management (WM) CGS Contract Extension (Chris Ross)** – Mayor Pavey said he spoke to Ross. He said they are charging for full yardage since there is no way to measure. If they charged by weight it would include rain water. We need to figure which is better for us. Miller said they are having a hard time getting dumpsters. Pavey said he will discuss with this with Ross.

ITEMS NOT KNOWN IN ADVANCE: None.

ADJOURN: There was no further business to come before the Board; Berkemeier moved to adjourn. McGowan seconded the motion. The meeting adjourned at 6:28 p.m